Rexburg Redevelopment Agency

*Meeting Minutes- February 23, 2015*

*Rexburg, Idaho*

Chairman Richard Horner called the meeting to order around 12:05 PM

Attendance

*Members*: Chairman Richard Horner, Joseph West, Tim Solomon, Rex Erickson, Jerry Merrill, and Doug Hancey

*Visitors*: Scott Johnson (City of Rexburg), Brad (Rudd & Company), Kimber Ricks (Madison County), Mayor Lamont Merrill (Sugar City) and Bruce Arnell (Sugar City Councilmember)

*Administrative Support*: Terry Butikofer, Katie Cook, and Caitlin Larson

Movement to Change Agenda

Richard asked for a motion to add a discussion of the Trails of Madison County to the agenda to be presented by Joseph West. Tim Solomon moved to approve the agenda change. Jerry Merrill seconded the motion. The motion passed unanimously.

Audit Review

Brad from Rudd & Company was at the meeting to present the audit to the Board. The audit came back with a clean opinion, meaning that there were no issues. Brad recommended that the Board take some responsibility of looking over the paperwork that JoLyn Briggs from the City of Rexburg does for the URA. It was clarified that 2 signatures are needed on every check and that Richard, Tim, Joseph, and Terry Butikofer are authorized to sign the checks. Jerry Merrill moved to approve the audit. Joseph West seconded. The motion passed unanimously.

Confirm New Board Members

Past minutes did not indicate that the board had approved the appointments of Doug Hancey and Tim Solomon to the Board. As a formality, Richard asked for a motion to confirm Doug and Tim as members of the Board. Jerry Merrill moved to confirm them as members of the Board. Joseph West seconded. The motion passed unanimously.

North Highway District

Joseph West was given time to discuss the Trails of Madison County. The bicycle park would be done in a few phases starting with a water line. Joseph will be applying for a grant from the CHC Foundation. The estimated cost of the water lines came in at $10,000. Joseph is asking the Board to match the $5,000 grant being applied for.

Richard asked what the City thinks of the project. Joseph stated that they have presented it to the City and they are in favor of the project. Rex expressed concerns about parking issues. Joseph indicated that they would be able to park at Wal-Mart or the Jr. High. Rex suggested acquiring a vacant lot adjacent to the park area to turn into a parking lot. Joseph wants to get the project going and then look in to more grants to help expand the project.

Joseph wants the kids in the community to be part of the project. Tim asked who would maintain the project once it was finished and Joseph said that the City Parks and Recreation department would. Rex voiced concern about the park having issues with high water. Joseph said he has been watching it for years and it has never had any issues with high water.

Richard asked for a motion to provide matching funds of $5,000 to the project contingent upon receiving a $5,000 grant from the CHC Foundation. Rex Erickson motioned to approve. Doug Hancey seconded the motion. The motion passed unanimously.

Potential North Interchange District

Richard asked Kimber Ricks if he had anything to discuss about the potential North Interchange District. Terry encouraged the Agency to speak with representatives of the City of Rexburg, Madison County and Sugar City to talk about what the plan will look like. The URA has been waiting on the transportation plan that the County is working on. Once that is completed, it will be necessary for the City of Rexburg, Madison County and Sugar City to meet.

Richard said that Wal-Mart is 99% in on the urban renewal district. We are waiting on them to finalize and confirm before moving forward with it because without them, the whole thing falls apart. Several property owners are waiting for Wal-Mart to sign and then they will sign and other neighbors have already signed. Richard anticipated that in the coming week Wal-Mart would make their decision. In order to make the new district happen by December, the agency needs to get going on it soon. Kimber indicated that the Transportation Plan should be completed by the end of March. He said they are definitely behind the district, but they have reservations with the size of the district and the 5th West river bridge.

Downtown Area

Richard invited Scott Johnson from the City of Rexburg to give a background of the Downtown area. Scott said that the revitalization of downtown is more than trees and lights; it is about the businesses and activities that are happening there. There is discussion happening with the University and the City about a few possible projects.

Administrative Items:

*Budget:* Richard provided an accounting of the URA to the members and it was discussed. Revenues are half way in on most of the districts.

*Website*: Katie contacted 7 potential website developers and sent the RFP to those interested. The deadline to return the RFP is March 15. It was decided that Richard, Joseph, Terry and Tim would be the sub-committee to review the RFPs and decide on the best option and then present that to the entire Board.

Washington School District

Ryan Armbruster responded to Terry’s email with questions about the RFP. Terry gave a brief overview of the response and the process of the RFP. The URA can set up limitations and guidelines as far as what can be done on the land.

Richard asked for authorization to deed the street property back to the City of Rexburg. Doug Hancey motioned to approve and Tim Solomon seconded. The motion was passed unanimously.

Richard asked for approval of the RFP for disposition of the properties on the corner. Doug Hancey motioned to approve the RFP. Jerry Merrill seconded. The motion was passed unanimously. Rex, Jerry, Doug, and Richard will be a sub-committee to review any RFPs that come back on the land and then present the best option to the Board.

The RFP will be printed in the Standard Journal and the Post Register twice and it was decided that a black and white map would be printed as well. Richard asked that it also be posted on Loopnet, which is a commercial real estate website, rather than print the RFP in the Boise and SLC newspapers.

Approval of Annual Report

Copies of the FY 2014 Annual Report were provided and presented to the Board. Jerry Merrill motioned to approve the FY 2014 report. Rex Erickson seconded. The motion passed unanimously.

Approval of Meeting Minutes

Richard Horner asked for the approval of the January 14, 2015 minutes.

Jerry Merrill moved to approve last meeting minutes. Doug Hancey seconded the motion. The motion passed unanimously.

Adjournment

The next meeting was set for April 15, 2015. Meeting was adjourned about 2:10.

Minutes submitted by: Katie Cook

Approved by: Board on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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